

Notice of Intent to prepare a Cultural Heritage Management Plan for the purposes of the *Aboriginal Heritage Act 2006*

This form can be used by the Sponsor of a Cultural Heritage Management Plan to complete the notification provisions pursuant to s.54 of the *Aboriginal Heritage Act 2006* (the "Act").

For clarification on any of the following please contact Victorian Aboriginal Heritage Register (VAHR) enquiries on 1800-762-003.

SECTION 1 – Sponsor information (mandatory)

Sponsor (*natural person or body corporate seeking to undertake the activity*): _____

ABN/ACN: _____

Contact name: _____

Postal Address: _____

Telephone Number _____

Fax number: _____

Mobile: _____

Email Address: _____

Sponsor's agent (if relevant)

Company: _____

Contact name: _____

Postal Address: _____

Telephone Number _____

Fax number: _____

Mobile: _____

Email Address: _____

SECTION 2 – Description of proposed activity and location

Project Name: _____

List the relevant municipal district/s (ie, Local Council or Shire): _____

Clearly identify the proposed **activity** for which the cultural heritage management plan is to be prepared (ie, mining, road construction, housing subdivision):

Clearly identify the **location** (such as listing cadastral information, attaching a copy of a title search, or indicating the street address):

Attach a map (to scale, with a north arrow and indicating the municipal district - if any) that clearly identifies the activity area and its boundaries in respect of which the cultural heritage management plan is to be prepared.

- Please ensure the map refers to existing roads and features, rather than proposed roads and features, and includes their names.
- Please ensure the map has the activity area outlined on it (this area should include all works relating to the proposed activity including location of temporary buildings, space for machinery, etc).
- The map should have a legend; at least three readily identifiable geographical locations (such as road intersections, parcel boundaries, or road/river crossings) and should state the map's projection.
- **Spatial data (ie a GIS file) containing the Activity Area will assist in the processing of your notification.** Please refer to "Lodging Spatial Data in the VAHR" on the AAV website for further information.

SECTION 3 – Cultural Heritage Advisor

If you would like a Cultural Heritage Advisor (a person who has the qualifications or experience [or both] required under s.189 of the Act) notified of the status of this Cultural Heritage Management Plan, please provide the following details for that person:

Name _____ Company (if any) _____ Email address _____

SECTION 4 – Expected start and finish date for the cultural heritage management plan

Start date ____ / ____ / ____ Finish date ____ / ____ / ____

SECTION 5 – Why are you preparing this Cultural Heritage Management Plan?

A Cultural Heritage Management Plan is required by the Aboriginal Heritage Regulations 2007

What is the High Impact Activity as it is listed in the regulations? _____

Is any part of the activity in an area of cultural heritage sensitivity, as listed in the regulations? **Yes / No (please circle)**

Other reasons (Voluntary)

An Environmental Effects Statement is required

A Cultural Heritage Management Plan is required by the Minister for Aboriginal Affairs

SECTION 6 – List the relevant registered Aboriginal parties (if any)

This section is to be completed only where there is a registered Aboriginal party in relation to the management plan

SECTION 7 – Signature of Sponsor

I certify that to the best of my knowledge and belief that the information supplied is correct and complete.

Signed: _____

Date: ____ / ____ / ____

[Sponsor]

SECTION 8 – Notification checklist

Ensure appropriate attachment/s are completed and attached to this notification (see section 2 of this form).

Please ensure this notice and all attached items are sent to the:

Deputy Director
Aboriginal Affairs Victoria
Department of Planning and Community Development
GPO Box 2392
MELBOURNE VIC 3001

OR **Email: vahr@dpcd.vic.gov.au**

Notes:

- Ensure that any relevant registered Aboriginal party/s is also notified. A copy of this notice may be used for this purpose. (A registered Aboriginal party is allowed up to 14 days to provide a written response to a notification specifying whether or not it intends to evaluate the management plan.)
- In addition to notifying the Deputy Director and any relevant registered Aboriginal party/s, a Sponsor must also notify any owner and/or occupier of any land within the area to which the management plan relates. A copy of this notice may be used for this purpose.